

**MINUTES  
CITY OF ST. CHARLES  
HISTORIC PRESERVATION COMMISSION  
WEDNESDAY, JULY 15<sup>th</sup>, 2020  
City Council Chambers**

**Members Present:** Kessler, Mann, Pretz, Smunt, Norris, Kirsininkas

**Members Absent:** Malay

**Also Present:** Russell Colby, Assistant Director of Community & Econ. Development  
Rachel Hitzemann, Planner

**1. Call to order**

Chairman Norris called the meeting to order at 7:00 p.m.

**2. Roll call**

Ms. Hitzemann called roll with five members present. There was a quorum.

**3. Approval of Agenda**

Status of 18 S 3<sup>rd</sup> Ave. was added as item 8. b.

**4. Presentation of the minutes of the July 1st, 2020 meeting**

**A motion was made by Mr. Pretz and seconded by Ms. Mann with a unanimous voice vote to approve the minutes of the July 1<sup>st</sup>, 2020 meeting.**

**5. Landmark Applications**

None.

**6. Certificate of Appropriateness (COA) applications**

**a. 405 Illinois Ave.**

Proposed is to install two signs. One of the signs will replace the current sign and the other sign will go where a sign used to be located. Neither sign is internally illuminated. The signs are the same size as the current front façade sign.

**A motion was made by Mr. Kessler and seconded by Ms. Mann with a unanimous voice vote to approve the COA as presented.**

**b. 502 S. 4<sup>th</sup> Ave.**

Proposed is to replace the siding on the garage, install a light, install a window on the back and replace the garage door. The Commission had previously tabled this COA due to a lack of elevation drawings and further details about the window and light. The applicant provided the additional items for the meeting. The Commission felt the new window matched the scale of the garage.

**A motion was made by Mr. Kessler and seconded by Mr. Pretz with a unanimous voice vote to approve the COA as presented.**

**c. 612 W. Main St.**

Proposed is to install a monument sign on the property. The sign is made of wood and will have a brick planter box around it. The second part of the COA was for two wall signs located on the dormers of the building. Ms. Hitzemann stated that these signs do not meet the Zoning Code and were removed from the scope of work. The Commission felt that the planter box around the monument sign enhanced the look of the sign and were generally in favor. The Commission discussed possible locations where the wall signs could be moved. They suggested installing them as hanging signs, or placing them on the wall near the doors.

**A motion was made by Mr. Kirsininkas and seconded by Ms. Mann with a unanimous voice vote to approve the COA with the revised scope of just the monument sign.**

**d. 104 S. 2<sup>nd</sup> Ave.**

Proposed is to install a monument sign at the corner of 2<sup>nd</sup> Ave and Walnut Ave. The sign will have wood posts. The Commission has previously reviewed this sign as a preliminary review.

**A motion was made by Mr. Kessler and seconded by Mr. Kirsininkas with a unanimous voice vote to approve the COA as presented.**

**e. 104 S 2<sup>nd</sup> Ave.**

Proposed is to install a wood porch on the front of the house. The applicant took previous comments provided by the Commission during a preliminary review and made changes to the deck skirt to make the porch more appealing.

**A motion was made by Mr. Kirsininkas and seconded by Ms. Mann with a unanimous voice vote to approve the COA as presented.**

**f. 323 Walnut St.**

Applicant proposed to install a 6'4" wood fence with lattice top around garage receptacles and air conditioner units.

**A motion was made by Mr. Kessler and seconded by Ms. Mann with a unanimous voice vote to approve the COA as presented.**

**g. 214 Chestnut St.**

Proposed is to remove the non-original storm door and rear exterior door and replace them with a Marvin 5/2 pane style door to match the other existing door. Mr. Kessler asked if the door header would remain. The applicant stated that it is non-original and he may remove it.

**A motion was made by Mr. Kirsininkas and seconded by Ms. Mann with a unanimous voice vote to approve the COA as presented. Mr. Pretz recused himself.**

**7. Grant Applications**

**a. 115 Cedar Ave.**

A grant application was submitted by Jeff Dawson on behalf of CWS Ingredients for his property at 115 Cedar Ave. The scope of work includes masonry repairs to the brick columns and chimneys, painting of the building, carpentry work for the wood fence and the fascia board along the roof line. The Commission felt this project was worthwhile due to its proximity to downtown and the high visibility of the building. Mr. Kessler noted that these are the types of projects the grant money should be supporting.

**Mr. Kessler made a motion and Mr. Pretz seconded to recommend to the Planning and Development Committee the approval of a façade grant for 115 Cedar Ave. based on the old construction date of the building, the high visibility from downtown and the proximity to the up and coming entertainment district.**

**8. Other Commission Business**

**a. Revised Survey Pages**

The Commission reviewed the revised survey page for 106 Riverside Ave. They asked staff to include a "Historic Features" section to the survey.

**b. Status of House at 18 S 3<sup>rd</sup> Ave.**

Dr. Smunt inquired about the ownership of 18 S. 3<sup>rd</sup> Ave., which was previously for sale. Mr. Pretz informed him that the house was purchased by an unknown party. Staff informed the Commission that no plans for the property have been submitted at this time.

**9. Preliminary Reviews-Open forum for questions or presentation of preliminary concepts to the Commission for feedback**

None.

**10. Additional Business and Observations from Commissioners or Staff**

None.

**11. Meeting Announcements: Historic Preservation Commission meeting August 5th, 2020 at 7:00 P.M.**

**12. Public Comment**

None.

**13. Adjournment**

With no further business to discuss, the meeting adjourned at 8:07p.m.